

Town of Rowe - FY 2014
Board of Selectmen - Minutes
Wednesday, July 17, 2013 - 3:00 pm
Gracy House

Call to Order: The meeting, moved to Gracy House due to Summer School Sessions at Town Hall, was called to order by Select Board Chair Marilyn Wilson at 3:04 pm.

Present: Select Board Chair Marilyn Wilson, Vice-Chair Susan Gleason, Select Board Member Noel Abbott, Janice Boudreau, Secretary

Audience: Anne Foshay, Rosie Gordon, John Magnago, Paul McLatchy, III, Kristi Nartowicz, Robin Reed

Minutes:

a/ Review Distinction Between Public Records and Minutes: Chair Wilson opened the meeting by reviewing MA General Law 30a Section 22 and a summary report of a meeting held by the MA Attorney General Office pertaining to the Open Meeting Law specifically with regards to taking Minutes, document requirements and citizen participation.

Highlighted points include:

- Meeting Minutes include summary of discussion
- Meeting Minutes include a List of Documents
- Meeting Minutes include a record of decision(s) made
- The Chair has control and decides who can speak at a meeting
- The Select Board has no obligation to read letters presented at meetings or include them in the Minutes
- The Select Board decides to accept comments, documents or letters germane to their work
- Letters or documents presented not included in Meeting Minutes are kept in a permanent record folder and available for Public viewing

Noel Abbott asked whether it was not legal that the previous administration policy was to include citizen's letters. Marilyn said her previously read statements explained the matter.

Motions to Accept Minutes:

Following review and discussion Marilyn Wilson made a motion to accept the Minutes of May 29, 2013 with amendments. The motion, seconded by Noel Abbott, was unanimously accepted. 3/0/0

Following review and discussion Marilyn Wilson made a motion to accept the Minutes of June 3, 2013 with amendments. The motion, seconded by Susan Gleason, was unanimously accepted. 3/0/0

Following review and discussion Marilyn Wilson made a motion to release Minutes of the June 5, 2013 Executive Session. The motion, seconded by Noel Abbott, was unanimously accepted. 3/0/0

Following review and discussion Susan Gleason made a motion to accept the Minutes of June 5, 2013 with amendments. The motion, seconded by Marilyn Wilson, was unanimously accepted. 3/0/0

Following review and discussion Marilyn Wilson made a motion to accept the Minutes of June 12, 2013 as presented. The motion, seconded by Susan Gleason, was unanimously accepted. 3/0/0

Following review and discussion Marilyn Wilson made a motion to accept the Minutes of June 17, 2013 with amendments. The motion, seconded by Noel Abbott, was unanimously accepted. 3/0/0

The revised Minutes of June 19, 2013 were not ready for review.

Following review and discussion Marilyn Wilson made a motion to accept the Minutes of June 26, 2013 with amendments. The motion, seconded by Noel Abbott, was unanimously accepted. 3/0/0

Following review and discussion Noel Abbott asked to review a recorded copy of the Minutes of July 3, 2013 to clarify comments he made and discuss whether to amend the Minutes at the next meeting.

Following review and discussion Marilyn Wilson made a motion to accept the Minutes of July 11, 2013. The motion, seconded by Susan Gleason was accepted. Noel Abbott abstained from the vote as he was not present at the meeting. 2/0/1

Old Business:

a/ Interview with Kris Nartowicz the Applicant for Town Treasurer: An interview was conducted for the sole applicant for the position of interim Town Treasurer. Kris agreed to think over the offer and get back to Marilyn with a response.

b/ Volume Licensing Agreement: Marilyn reported the new Information Technology (IT) Consultant Brian Sullivan was still unable to access a server and pass through a firewall despite receiving information from the former provider, Moody Consulting. Town Coordinator reported to Select Board that she had placed the Volume Licensing Agreements on a server. Since it may be on the server that Mr. Sullivan has unsuccessfully gained access, its existence could not be verified. In addition, Marilyn said Mr. Sullivan is attempting to work with a Dell computer representative to remedy the matters.

Since the new IT Consultant required 100% access to the Town's system, Noel Abbott proposed the Select Board send one more request for a response from Moody Consulting to provide the system passcode and Volume Licensing Agreement within 48 hours. If no satisfactory response is received within the designated timeframe, authorize Town Counsel Kopelman & Paige to initiate action.

c/ Binder for Meeting Minutes: Following discussion, it was noted that the existence of the requested binder with Select Board Minutes for the meeting room could not be verified.

d/ Personnel Policy Manual: Following discussion, it was agreed to discuss the Personnel Policy Manual at the next meeting and forward to Town Counsel for final review.

New Business:

a/ Move Postage Machine for BOH access: Discussion ensued about a request from the Board of Health to have access to the postage machine in the evenings. It was decided to have the BOH leave outgoing mail with Sandy Daviau. Susan Gleason expressed a recurring problem of getting communication from one point to another that was part of a pattern. It involved problems with receiving mail, some parties not having access to mail boxes and communications between appropriate parties not properly occurring. It was agreed to think about solutions and discuss further.

b/ Fire Account Transfer: Members reviewed a request from Ed May of the Fire Department.

Motion to Transfer Funds: Following discussion and review Marilyn Wilson made a motion to transfer \$ 55.66 from the Fire Department Electrical Account to the Fire Department Operations Account. The motion, seconded by Noel Abbott, was unanimously accepted. 3/0/0

c/ Discuss Letter Concerning Scott Sawyer's Conflict of Interest: Members reviewed a letter regarding filing a formal complaint of Scott Sawyer's Conflict of Interest.

Motion to File a Complaint: Following discussion and review, Marilyn Wilson made a motion to sign and file a Formal Complaint with the Division of Professional Licensure for Scott Sawyer's Conflict of Interest. The motion, seconded by Noel Abbott, was unanimously accepted. 3/0/0

c/ Fire Department Oil Tank: Marilyn reported the oil tank in the Fire Department was corroded and needed replacing. It was agreed to invite the Fire Chief to next meeting to provide details.

d/ Duplicate Payments: Marilyn reported that Town Accountant discovered invoices that were paid twice. Town Coordinator and individual Boards were both submitting approved invoices for payment. It was agreed to notify each Department head to have purchases charged and approved only by their individual Department. It was agreed to seek the advice of Town Accountant and Treasurer in resolving the matter. Marilyn reported that Town Accountant was continuing to review accounts for any additional double payments made and in process of recouping duplicate monies paid.

e/ BOS Communications: Noel Abbott expressed concern over an email he received from Marilyn Wilson about his challenging her veracity about the recent statements she made about the Select Board not having to allow citizen comments and accept mail into the Meeting and Minutes of their meetings. Marilyn responded by reviewing statements made earlier in the meeting about the MA Open Meeting Law. Noel expressed concern over the effect the policy had on the citizens and the Select Board's ability to properly serve the Town. It is noted, per Noel's request, that he asked to have the comments and subsequent discussion, enduring approximately 5 minutes, be put verbatim into the meeting Minutes. Marilyn noted that this was one time too many that Noel had challenged her veracity whereas she had never challenged his, rather she has always accepted what he has said preferring to believe that he was telling the truth.

Routine Business:

a/ Warrants: Warrants WP-02 and W13-28 were reviewed and signed.

Audience: Rosie Gordon expressed concern about the duplicate accounting errors. Marilyn responded that Town Accountant was continuing to examine accounts for any additional errors.

Adjournment: Seeing no further business Marilyn Wilson made a motion to adjourn. The motion, seconded by Susan Gleason, was unanimously accepted at 5:58 pm.

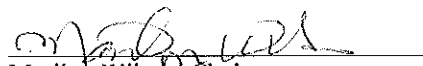
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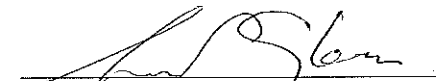
Janice Boudreau
Secretary


Approval Date:

July 25, 2013

Approved:


Marilyn Wilson, Chair


Susan Gleason, Vice-Chair


Noel R. Abbott

Attachments:

- Agenda 07/17/13
- Scott Sawyer Conflict of Interest Complaint to Division of Professional Licensure (3 pages)